

## DSPL Board Meeting Minutes

**Date: Wednesday 8<sup>th</sup> November 2017**

**Attendees:** Amanda Abley **AA** (Aboyne Lodge); David Allen **DA** (LINKS); Serena Baker **SB** (Parent); Helen Barton **HB** (St George's); Elaine Bridle **EB** (Primary SEND Lead, DSPL7 Manager); David Canning **DC** (ISL); Margaret Chapman **MC**, Chair, (STAGS); Daryl Cutts **DCU** (Educational Psychology ISL); Stephanie Dale **SD** (STAGS); Silvia Hundal **SH** (Area SEN Team Manager ISL); Finola McManus **FM** (Parent); Margot Nichols **MN** (Secondary SEND & ASD and DSPL7 Manager); Steven Houlton-Allen **SHA** (Collett, St Luke's & Forest House); Karen Thomas **KT** (DHT STAGS); Gillian Warwick-Thompson **GWT** (Parent)

**Apologies:** Melanie Flay **MF** (Educational Psychology Team Manager ISL); Liz King **EK** (DSPL7 Administrator); Jackie Stephenson **JT** (Prae Wood); Sharon Swinson **SS** (Lea Primary and Nursery); Christine Theakston **CT** (St George's); Sally West **SW** (Oaklands College)

**Minutes taken by:** Janet McPherson **JM** (DSPL7)

		Action
<b>1.</b>	<b>Welcome and apologies</b> , MC welcomed all to the meeting. Apologies were received from Melanie Flay, Liz King, Jackie Stephenson, Sharon Swinson, Christine Theakston and Sally West	
<b>2.</b>	<b>Matters arising</b> Amendments to minutes of 13 September 2017 Point 2: ASD Bid invoices – all have now been received Point 4: Budget Monitoring - Funding has now been received from County Point 4: Additional DS Training has now been agreed	
<b>3.</b>	<b>Conflicts of Interest</b> Dave Allen's brother-in-law is Head at Collett, St Luke's and Forest House Amanda Abley's daughter works at Watling View Margaret Chapman is Governor at LINKS Academy David Canning is parent of Year 8 STAGS student Serena Baker works for Advance as a trainer and coach	
<b>4.</b>	<b>DSPL7 Financial and Budget update/review</b> – Budget Monitoring document distributed and details discussed. MC has been made aware that VAT for 3 years of DSPL funding may be applied (£90,000). Letter sent to HMRC with expectation that this can be reclaimed. Further update to follow at next meeting.	<b>SD</b> <b>MC</b>

<p><b>5.</b></p>	<p><b>Operational Plan – update</b>  Revised document distributed. Updates are:-  P2 – Annual report has been amended and sent to County  P4 – Nurture Cluster group work is still in place  P4 – Circle Time Training is continuing at Prae Wood. Support packs purchased. Very positive feedback.  <ul style="list-style-type: none"> <li>- Programme in place to ensure all schools have a Behaviour Lead</li> <li>- Behaviour Practitioners are in place until July 2018 (2 staff). Cost implications regarding redundancy/legal issues to consider. ASD Family Support worker leaving this Friday. Need to look at other ways of providing this type of support.</li> </ul> P7 – ASD Training: AET Level 2 - 27 staff in this area are now trained. Early Years ASD, plan to run pilot scheme starting in November  P9 - DS Training: Primary Education Course, well attended. Majority of attendees were from outside DSPL7 area. Consider running future course in more central area. Other training could be offered to a wider audience.  P11 – SPACE: All sessions have been very successful – over 35 attendees at last meeting.  <ul style="list-style-type: none"> <li>- FaceBook page – very successful. Large number of followers. Feedback received very positive.</li> </ul> P12 – Training for Schools: 89% have now received Benchmark training. Further training for SENCO’s to be considered  <ul style="list-style-type: none"> <li>- Some requests received to be able to access training materials online/CD</li> <li>- Workstream update: at consolidation stage. DC has meeting next week to discuss further. To feedback next time</li> </ul> </p>	<p><b>MN / EB</b></p>
<p><b>6.</b></p>	<p><b>Evaluation of Training</b>  Training so far this term – document distributed. Good numbers at all courses, positive feedback  November training schedule – 15 training sessions are taking place at STAGS</p>	<p><b>MN</b></p>
<p><b>7.</b></p>	<p><b>Mental Health update</b>  ASD workers have moved on to other positions, leaving a gap in support. There is real need for Mental Health and Crisis intervention. CAMHS plan and funding has not materialized in the timely manner promised.  DSPL9 team has worked with an organisation called Glas Ltd, which provides support for young people with higher needs/crisis management, and training for parents and schools. (Chris Lodder – highly recommended). Information circulated.  <b>MC - Proposal:</b> to run pilot scheme between now and January providing a hotline for all Primary and Secondary schools in DSPL7 to contact for those students of serious concern. Hotline to be manned by a named person. A triage system would be implemented to identify 10 children in greatest need of support.  <b>Proposal agreed</b> - majority show of hands.</p>	<p><b>MC</b></p>

		Action
<b>8.</b>	<p><b>Primary Behaviour Review</b></p> <p>Proposed site for Primary base at Woollams – planning decision still on-going. Primary Heads have lodged concerns. Funding from Bowmansgreen proposed to be managed by Dave Allen at LINKS, as the base at Bowmansgreen is to close. Amanda Abley will attend meeting on 23<sup>rd</sup> November at Stevenage. Decision expected by end of the month. Primary schools are now at breaking point. GWT – has sought views from a number parents as to where main focus of support is needed:</p> <p>1. Enabling parents to support themselves; 2. Support for children with severe learning needs; 3. Parental resilience.</p> <p>AA – Parents have requested Attachment Disorder support – DSPL9 has run some excellent training.</p> <p>Consider: Laura Burridge, Educational &amp; Behavioural Psychologist - recommended. Also Reece Goldsmith at <b>GM Education &amp; Mentoring</b> - <a href="mailto:info@gmeducationmentoring.co.uk">info@gmeducationmentoring.co.uk</a> could provide workshops and training</p>	<b>MC / AA</b>
<b>9.</b>	<p><b>DSPL7 Local Offer</b></p> <p>Website guidance document distributed. The DSPL managers meeting agreed some of the advice would be taken on board. The website will sign-post links to the Local Offer page.</p>	<b>MN</b>
<b>10</b>	<p><b>SEND Strategy</b> - Papers distributed</p> <p>This has paused currently. Will be re-booted starting next week. Work is on-going in some work streams.</p>	<b>MN</b>
<b>11</b>	<p><b>Information Village 15 November at STAGS</b> – flyer distributed</p> <p>Over 25 exhibitors have signed up. Promoted widely via schools, parents, Facebook and STAGS Link. Anticipate good take-up. Last year 54 schools and parents attended.</p>	<b>MN</b>
<b>12</b>	<p><b>AOB</b></p> <p>GDPR (General Data Protection Regulation) comes into effect 25<sup>th</sup> May 2018. The new law marks significant shift in the way that organisations must protect personal data.</p> <p>Post adoption/CLA/post -16 children in local area – some living semi-independently others considering going back into care</p> <p>Mental Health – There is a professional MH worker at Sandringham School</p> <p>FM - has been made aware that a closed online parent group is petitioning regarding Parent Support workers</p> <p>Outreach at Collett voiced thanks for DSPL support</p> <p>MC thanked everyone for coming and for their valuable contribution to the meeting</p>	<p><b>MN /MC</b></p> <p><b>Action: MC to follow up</b></p>

**Date of next meeting** – Wednesday, 10<sup>th</sup> January 2018 1.15 – 3.00pm at STAGS